

Classification

8

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REPORTS INVENTORY

DDS/OTR/SUS-8

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

Course Schedule Projections

2. TYPE  
OF  
REPORT

STATISTICAL

☒ NARRATIVE

MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

☒

TRAINING

LOGISTICS

SECURITY

MEDICAL

FINANCE

ADMIN. GENERAL

OTHER (specify)

4. NO. OF COPIES PREPARED

7 (AT)

4 (MT)

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Semi-annual

6. DISTRIBUTION (No. of components not  
number of copies)

2 (C/SUS, ISS)

7. FORMAT (memorandum, form  
computer print-out, etc)  
Memo (and chart)

8. ADP PROCESSING

☐ YES

IF YES GIVE ADP PROCESSING NO.

☒ NO

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Memo from C/ISS/TR, 4 Sept 70

10. PREPARING COMPONENT (include lowest level  
contributing information to report)SUS-AT and AT-CTF  
DC/SUS-MT (MT and MEDC)11. FEEDER REPORTS (State total number and identify by Title,  
Form No., or nomenclature. Attach separate sheet if necessary.)None (the two reports are sent separately  
to ISS)

## 12. COST FACTORS

## A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
15 (2)	\$12.80		8		\$102.40		2		\$204.80
14 (3)	11.00		24		264.00		2		528.00